

WELCOME TO HENDERSON HALL

If you would like a Sponsor assigned to assist with your move, contact one of the below:

Bn Sponsorship Coordinator (SC): Adjutant Chief
703-693-7262

**Information & Referral/Relocation (I&R) Program
Manager, Mr. Willie Acevedo**
703-693-9197

<http://www.mccshh.com/information.html>

COMPANY OFFICES

Headquarters/Alpha Company Staff
(Henderson Hall/Deputy Commandant Directorates)
703-614-7140

hnhl_hqco@usmc.mil

<https://www.hqmc.marines.mil/Agencies/Headquarters-and-Service-Battalion/Headquarters-Company/>

Bravo Company

(Non-USMC Operational Commands)
703-693-5573

hnhl_b_co@usmc.mil

<https://www.hqmc.marines.mil/Agencies/Headquarters-and-Service-Battalion/Bravo-Company/>

Charlie Company

(Reserve Integration)
703-693-7420

hnhl_c_co@usmc.mil

<https://www.hqmc.marines.mil/Agencies/Headquarters-and-Service-Battalion/Charlie-Company/>



Henderson Hall offices are open
Monday – Friday 7:30 AM – 4:30 PM.

Our Mission is to provide operational, administrative, supply services, and logistical support for chargeable, non-chargeable, and attached Marine Corps personnel assigned within the Washington Metropolitan Area to Headquarters Marine Corps, other Departments and Agencies of the Federal Government, Joint or Armed Service Schools and Marine Corps personnel assigned within the Washington Metropolitan Area to duty under instruction, awaiting separation, awaiting assignment or transportation, in a disciplinary status, or who are hospitalized.

Scan the QR code to view the official command website.



Joint Base Myer-Henderson Hall (JBM-HH)

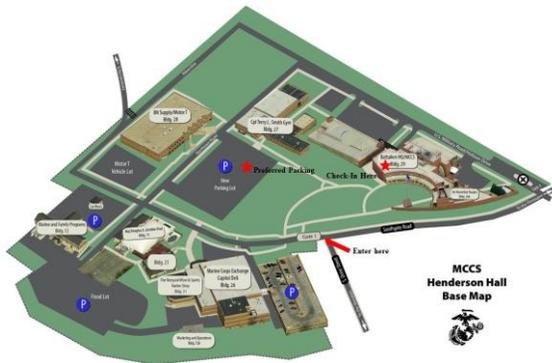


**SPONSORSHIP PROGRAM
HEADQUARTERS & SERVICE BATTALION
HEADQUARTERS MARINE CORPS
HENDERSON HALL
1555 Southgate Road, Bldg 29
Arlington, Virginia 22214**

CHECK-IN PROCESS

Check-In Process

1. Review Henderson Hall's, Welcome to Henderson Hall webpage.
2. Report to CONAD, located in bldg. 29, in Alphas with your orders (If after working hours, turn a copy of your orders into the OOD & return to CONAD the next business day)
3. Contact your respective company staff for specific check-in instructions dependent on where you will be reporting for work/school
4. Complete Henderson Hall check-in sheet
5. Complete check-in with your operational section or school
6. Attend the Welcome Aboard Orientation <http://www.mccshh.com/infowao.html>
7. Turn in check-in sheet to your company staff



Scan the QR code to view the HH Base Map.

COMMAND POC'S

Building 29

Battalion Duty

Duty NCO: 202-439-6136

Duty Hut: 703-614-5973

Consolidated Admin (CONAD)

703-693-7612 or 703-614-7171

Distribution Management Office (DMO)

703-614-7191

Unit Readiness Coordinator (URC)

703-859-2611

Substance Abuse Control Officer (SACO)

703-614-8932

(Per MCO, all Marines must provide a urine sample within 72 hours of checking in)

Safety Department

Download the "HNHL Safety and Information" app to your phone for command, MCCS, and safety information at your fingertips. The app is available for Apple and Android users.
703-614-1900. 703-693-8771

MCX, Building 26, 3rd Floor

DEERS Office (ID Card Center)

703-693-7152

By appointment ONLY. To make an appointment, please visit the link below.

<https://idco.dmdc.osd.mil/idco/locator>

MCCS SERVICES

Marine Corps Community Services (MCCS) offices are located in Buildings 12, 21, and 29 aboard JBM-HH.

Temporary Lodging

Several lodging options are available in the National Capital Region (NCR). Contact each facility directly.

<http://www.mccshh.com/infolodging.html>

Housing Referral

703-693-5197. DSN 224-7202

<http://www.mccshh.com/infohousing.html>

Exceptional Family Member Program (EFMP)

703-693-7195

<http://www.mccshh.com/efmp.html>

School Liaison Program

703-693-8378

<http://www.mccshh.com/si.html>

Personal Financial Management

703-614-6950. DSN 224-6950

<http://www.mccshh.com/finance.html>

Career Resource Management Center (CRMC)

703-614-6828

<http://www.mccshh.com/crmc.html>

Transition Readiness Seminar (TRS)

703-614-6828

<http://www.mccshh.com/crmctrdates.html>

Military OneSource

Consultants are standing by 24/7 with information answers, and support.

1-800-342-9647

<http://www.MilitaryOneSource.mil>